

LAND SUBDIVISION COMMITTEE MEETING
September 6, 2012

Members

Gregg Humphrey

Steve Stewart

Nate Bottom

Lori Williams

Joe Gooden

Rick Weber

Paul O'Shea

Steve Hall

Brian Davis

Cyndi Knowles

Roleen Thoele

Dean Graven

Kenneth Springs

Tom Prairie

Mike Stratton

Staff

Joe Zeibert

Steve Keenan

Norm Sims

Others

Steve Kuper

Mark Vasconcelles

John Raynolds

Tressa Hartman

Brian Martin

M.G. Nelson

Steve Walker

Springfield Fire Dept. Rep.

Frank Buraski

Don Kerber

Brandon Ragle

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2000-31

CENSUS TRACT # 36.04

NAME OF SUBDIVISION:	Redivision of Lot 701 of Happy Landing Farm Plat 7, Second Plat – Location & Sketch Map and Variance Sec. 153.158(B)(2) – Lot Arrangement	
JURISDICTION:	City	
DATE OF MEETING:	September 6, 2012	
OWNER:	D.S.B.B., LLC	
ENGINEER:	Raynolds, Higginbotham & Associates, Inc.	
DESCRIPTION:	Pt. SW ¼, Sec. 12, T15N, R6W – Northeast corner of Wabash Avenue and Mercantile Drive	
	6.458	Acres 4 Lots
MOTION TO RECOMMEND:	Variance Section 153.158(B)(2) Location & Sketch Map – – Lot Arrangement – Approve Approve, Subject To	
BY:	Nate Bottom	Nate Bottom
2ND BY:	Kenneth Springs	Dean Graven
VOTE:	Unanimous	Unanimous

John Raynolds presented the location and sketch map. He said the first addition to the subdivision was platted approximately six years ago.

Joe Zeibert, Regional Planning Commission, said staff recommends approval of the location and sketch map. He said all essential services are available to serve the site and the development is in accord with the 2020 Springfield Comprehensive Plan. Zeibert said staff recommends approval of the lot arrangement variance to allow a private access drive to serve the lots. He said the Springfield City Council approved a variance to allow a stubbed private access road serving the property in 2001. Zeibert said according to the Illinois Department of Natural Resources [IDNR] Eco-Cat tool, this site may be a habitat for the Franklin Ground Squirrel. Raynolds said the developer had begun to determine if the ground squirrel was on the site. Zeibert said the applicant shall add the existing utilities expected to serve the site. He said the applicant shall indicate the existing or proposed zoning. Zeibert said the applicant shall add the proposed land use and the school district needs to be corrected. He reminded the applicant that site plans may be required. Zeibert said the applicant shall add in a key for all symbols used.

Kenneth Springs, citizen member, had no comments.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, asked if additional sidewalks were required. Zeibert said the recommendation called for an efficient vehicular and pedestrian circulation system. O'Shea asked about access points. Raynolds said he showed the known access points, which are subject to change as individual site plans are presented. He said access to Wabash will not occur, but that access to Mitchell was a possibility. Zeibert said a site plan will be required for Lot 4. Raynolds said he thought a site plan will be required for each lot. Nate Bottom, Office of Public Works, said the number of site plans will depend on how the access easement is platted through the subdivision process.

Steve Stewart, CWLP-Water, said there is plenty of water on Mitchell and Mercantile. He said it would be best to serve Lot 4 from Lot 1 and to provide adequate water easements.

Gregg Humphrey, Springfield Metro Sanitary District, said sanitary sewer shall be extended to serve all lots. Raynolds said sewer is not extended to all the lots now and will need to be extended through easements. Humphrey said any sanitary sewer main extension requires approval through the Sanitary District and the City.

Nate Bottom, Office of Public Works, said the applicant shall resolve the name discrepancy between the title at the top and the bottom left note. He said sidewalks will need to be extended along the entire platted area. Bottom said the applicant shall verify that all sidewalks are within the City right of way. He said additional right of way may need to be dedicated if the sidewalks are not within the right of way. Bottom said the applicant shall show the existing utilities to serve the area to be subdivided. He said the applicant shall provide a contact person for the owner/subdivider and the engineer/land surveyor. Bottom asked if a lot arrangement variance was received. Zeibert said one was obtained in 2001 but it had expired. Bottom said a lot arrangement variance was required. Bottom said a 24" storm sewer pipe was stubbed to the property from a detention pond. He said the Wabash Crossing/Kerasotes pond drains through this pipe. Bottom said the applicant shall account for the off-site water through the property. He said an Illinois Department of Transportation [IDOT] permit will be required. Raynolds said he thought the pipe stubbed to the property line and did not go to the pond. He said he thought there was a 10" field tile through the subject property. Bottom said the water coming through the property will need to be accounted for.

Lori Williams, City Traffic Engineer, asked if there was an access easement between Lots 1 and 2. She said if there is, documents shall be provided. Raynolds said if an access easement exists, he would provide copies. Williams said IDOT permits will be required. She said the applicant shall show a legend for the different line types. Williams said the location map portion of the plan shall have a north point and a scale associated with it.

Brian Wood, Sangamon County Department of Public Health, had no comments.

Joe Gooden, Springfield Zoning Administrator, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, citizen member, had no comments.

Roleen Thoele, CWLP-Electric, said at the final plat stage an invoice will be provided for the street lighting.

Mike Stratton, Springfield Park District, had no comments.

Zeibert asked Williams if a street offset variance [Section 153.157(B)(3)] was required, to which Williams said no.

Nate Bottom made a motion to approve a variance of Section 153.157(B)(2) – Lot Arrangement – to allow access through a private access easement. Kenneth Springs seconded the motion and the vote was unanimous.

Nate Bottom made a motion to approve the location and sketch map, subject to:

- 1) Adding the existing utilities expected to serve the site;
- 2) Indicating the existing and proposed zoning;
- 3) Adding the proposed land use;
- 4) Correcting the school district;
- 5) Adding a key/legend for all symbols used and line types;
- 6) Extending sanitary sewer to serve all lots;
- 7) Resolving the name discrepancy between the title at the top and the bottom left note;
- 8) Providing a contact person for the owner/subdivider and the engineer/land surveyor;
- 9) Providing copies of the access easement between Lots 1 and 2, if it exists; and,
- 10) Showing a north arrow and a scale for the location map.

Dean Graven seconded the motion and the vote was unanimous.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2012-10

CENSUS TRACT # 1

NAME OF SUBDIVISION: 2348 Sand Hill Road – Variance – Sec. 153.145.1 – Adjacent Substandard Roadway Improvement Agreement

JURISDICTION: City

DATE OF MEETING: September 6, 2012

OWNER: Joe Chernis, Jr.

ENGINEER: N/A

DESCRIPTION: Pt. NW ¼, Sec. 12, T16N, R5W – South side of Sandhill Road, east of Bachman Drive

9.51 **Acres** 2 **Lots**

MOTION TO RECOMMEND: Deny

BY: Nate Bottom

2ND BY: Kenneth Springs

VOTE: Unanimous

No one was present to represent the requested variance.

Joe Zeibert, Regional Planning Commission, said the applicant did not present any information as to how the proposed variance request would meet the six standards of variation in the subdivision ordinance. He said for this reason, staff recommends denial of the variance.

Kenneth Springs, citizen member, had no comments.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Steve Stewart, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, said the District cannot support a variance without all public utilities in place.

Nate Bottom, Office of Public Works, said Public Works recommended against the variance because it did not meet the applicable variance requirements. He said the intent of the chapter is not maintained. Bottom said no extraordinary circumstances are present with the

land. He said this is common with any parcels that are being divided within the City's 1 ½ mile subdivision jurisdiction. Bottom said we recommend denial as well.

Lori Williams, City Traffic Engineer, said Public Works recommends denial. She said since the applicant is increasing his lot size by about 4.5 acres; there will be an impact on Sand Hill Road.

Brian Wood, Sangamon County Department of Public Health, had no comments.

Joe Gooden, Springfield Zoning Administrator, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, said Mr. Chernis filed a petition for zoning relief late last month. She said his hearings are before the County Zoning Board of Appeals on September 20 and before the County Board on October 9.

Dean Graven, citizen member, had no comments.

Roleen Thoele, CWLP-Electric, had no comments.

Mike Stratton, Springfield Park District, had no comments.

Davis asked Bottom why the road was sub-standard, to which Bottom replied the road was not a three-lane section and it does not meet the standards of Section 153.157(S). Bottom said no calculations were provided showing what impact the applicant will add to the road.

Nate Bottom made a motion to deny a variance of Section 153.145.1 – Adjacent Substandard Road Improvement Agreement – Kenneth Springs seconded the motion and the vote was unanimous.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2012-03

CENSUS TRACT # 36.04

NAME OF SUBDIVISION: Stone Creek Subdivision – Preliminary Plan

JURISDICTION: City

DATE OF MEETING: September 6, 2012

OWNER: Chicago Title Land Trust #53-0486-0

ENGINEER: Vasconcelles Engineering

DESCRIPTION: Pt. SE ¼, SE ¼, Sec. 2, T15N, R6W – East side of Meadowbrook Road, north of Iles Avenue

19.75 **Acres** 61 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Nate Bottom

2ND BY: Kenneth Springs

VOTE: Unanimous

Steve Kuper presented the preliminary plan.

Joe Zeibert, Regional Planning Commission, said under the new ordinance comments for preliminary plans are required to be sent five business days before the meeting. He said the applicant shall submit preliminary covenants. Zeibert said the applicant shall identify the part of Lot 1001 that is being platted with the first phase. He said the applicant shall add the proposed stormwater management components identified in the subdivision ordinance, Section 153.121(B)(13). Zeibert said the applicant shall show the fire hydrants. He said the applicant shall change the existing zoning to reflect what was approved. He asked how the applicant would address sidewalk within Lot 1001 to reduce the tunnel effect caused by fences and landscaping. Kuper said the covenants will state that no fences are allowed within the subdivision and that shrub heights will be at a minimum. Zeibert asked if this would be provided in the covenants, to which Kuper said yes. Zeibert said he did not know if a traffic study would be required under the new ordinance. He said the applicant indicates 74 units but because of the duplex zoning, this could increase the number of potential units. Zeibert said the ordinance requires a traffic study when 75 units are proposed. He said Public Works could address this comment later. Zeibert said he would like to know if a note was required for access for Lot 59 onto Brookstone.

Kenneth Springs, citizen member, had no comments.

Mike Stratton, Springfield Park District, had no comments.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Steve Stewart, CWLP-Water, said CWLP has been in discussion with Steve [Kuper] and Vasconcelles Engineering. He said a master meter will be installed at the entrance to Morning Sun. Stewart said the distribution system will be Curran-Gardner Water District. He said there is ample capacity at this location. Kuper said the applicant met with Curran-Gardner last week to discuss the mains within the subdivision. He said the applicant will place fire hydrants where they are needed to meet the City's fire requirements.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, said Public Works is finishing the review of the drainage calculations. He said the applicant shall provide additional separation between the sanitary sewer and the storm sewer between Lots 2 and 3 and an additional easement. Kuper asked if there was a set requirement, to which Bottom replied that it depended upon the size of the pipe and the depth. Bottom said the applicant shall provide an easement between Lots 28 and 29 for the storm sewer. He said the pipe between Lots 10 and 11 is close to the property line with no easement. Bottom said the applicant shall center the pipe within the easement. He said the 7.5' easement along the rear yard with no other easement does not meet the subdivision ordinance requirements. Bottom said the size will depend on how much stormwater must be conveyed. He said the south rear yard swale has no inlet and Public Works has concerns with stormwater traveling 1300' with no inlets. Bottom said the applicant shall address this concern. He said the proposed staging does not meet the stub street requirements regarding temporary cul-de-sacs. Bottom said the temporary cul-de-sacs shall require easements. He said Public Works has concerns with the drainage that will collect under the road and affect its integrity. Bottom said the applicant may want to extend the plat one more lot to effectively collect the stormwater. Kuper asked if the applicant could place a temporary ditch that goes around the cul-de-sac and conveys the water to the detention pond. Bottom said that could be considered. He said the applicant shall break the open space lot into two separate lots since there will be two separate additions, e.g. Lot 1000 and Lot 1001.

Lori Williams, City Traffic Engineer, said the applicant shall remove the South from South Meadowbrook Road. She said the applicant shall dimension all the fingers of Lots 1000 and 1001. Williams said the applicant shall remove the Bend from Riverstone Bend and add an appropriate street suffix, e.g. Circle, Drive, Way, Lane, Street, or Court. She said the applicant could decide, but Bend was not a possibility because the name placards are getting long. She said the applicant should consider building more of Stage 1, extending it to the full cul-de-sac. Williams said there would only be approximately 200' left.

Brian Wood, Sangamon County Department of Public Health, had no comments.

Joe Gooden, Springfield Zoning Administrator, said any fence provision within a covenant could not be enforced by the City. He said it is possible if a fence permit were applied for that it would be granted. Gooden said the fences would be a private issue between the residents and the homeowner's association.

Rick Weber, Springfield Fire Department, said fire hydrants were not shown. He said the applicant shall add the water main sizes. Kuper said there would be 8" minimum water pipe throughout the subdivision.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, citizen member, had no comments.

Roleen Thoele, CWLP-Electric, said the subdivision falls under the new revisions of Chapter 50 [of the Municipal Code]. She said the cost of underground electric and street lights is \$1000 per lot with no rebates.

Springs asked if a traffic study was required. Williams said with the current configuration no. Zeibert asked if it was required because additional duplex units could be added. Williams said Meadowbrook was wide enough to handle a three-lane section so she does not feel the traffic study is needed at this point.

Nate Bottom made a motion to approve the preliminary plan, subject to:

- 1) Submitting preliminary covenants;
- 2) Identifying the part of Lot 1001 that is being platted with the first phase and identifying these lots with two separate lot numbers;
- 3) Adding the proposed stormwater management components identified in the subdivision ordinance Section 153.121(B)(13);
- 4) Showing the fire hydrants;
- 5) Changing the existing zoning to reflect what was approved;
- 6) Providing additional separation between the sanitary and the storm sewers between Lots 2 and 3 and an additional easement;
- 7) Providing an easement between Lots 28 and 29 for the storm sewer;
- 8) Centering the storm sewer pipe within the easement;
- 9) Resolving the 7.5' easement along the rear yard with no other easement;
- 10) Resolving the distance along the rear property line without an inlet;
- 11) Resolving the temporary cul-de-sac/staging conflict and providing easements for the temporary cul-de-sacs if they are used;
- 12) Removing the South from South Meadowbrook Road;
- 13) Providing dimensions for all the fingers of Lots 1000 and 1001;
- 14) Removing the Bend from Riverstone Bend and adding an appropriate street suffix; and,
- 15) Adding the water main sizes.

Kenneth Springs seconded the motion and the vote was unanimous.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2001-18

CENSUS TRACT # 36.02

NAME OF SUBDIVISION:	Salem Estates West – 4 th Addition – Lot 105 – Plat of Easement Vacation
JURISDICTION:	City
DATE OF MEETING:	September 6, 2012
OWNER:	Brandon Ragle
ENGINEER:	Greene & Bradford
DESCRIPTION:	Pt. NW ¼, Sec. 35, T16N, R6W – Buffet Drive, north of Longfellow Drive
	0.35 Acres 1 Lots
MOTION TO RECOMMEND:	Held over at request of the applicant
BY:	_____
2ND BY:	_____
VOTE:	_____

Brandon Ragle presented the plat of easement vacation. He said there is a 15' easement that is across the rear of the lot that he would like to vacate. Ragle said there is no slope for a waterway in the easement. He said there were no utilities in the easement. Ragle said the homeowner's association [HOA] has no issues with the easement vacation. He said the HOA owns Lot 121 behind him.

Joe Zeibert, Regional Planning Commission, said the City legal department had provided an interpretation regarding the easement. He said there was a question as to whether the covenants would allow an electric line to go through the easement. Zeibert said the legal interpretation was that once the covenants expire the easement goes away. He said the easement will have to be platted in another location if this plat is approved. Zeibert said CWLP-Electric can discuss the issue. He said the applicant shall change the plat to say the minimum standards for a boundary survey rather than a roadway survey.

Kenneth Springs, citizen member, had no comments.

Mike Stratton, Springfield Park District, had no comments.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Steve Stewart, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, said the applicant shall show the property owner's name, address, and telephone number. He said the applicant shall provide a general land legal description such as the section, the township, the range, and the principal meridian. Bottom said the applicant shall show the area of the survey on the plat to the nearest thousandth of an acre.

Lori Williams, City Traffic Engineer, said the applicant shall provide a note stating: "This professional service conforms to the current Illinois minimum standards for a boundary survey." She said the applicant shall shade the area to be vacated.

Brian Wood, Sangamon County Department of Public Health, had no comments.

Joe Gooden, Springfield Zoning Administrator, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, citizen member, had no comments.

Roleen Thoele, CWLP-Electric, said she had a conversation with Linda O'Brien in the City Corporation Counsel office. Thoele quoted O'Brien, saying when an easement is being vacated and a new easement is being obtained it is necessary that a new plat be created and recorded. Thoele continued quoting O'Brien, saying the covenants will be null in the future and a new plat must be provided. Thoele said CWLP-Electric has no problem vacating the easement at the time a new plat is ready to be recorded. Ragle asked for clarification. Thoele said either the entire open space lot or another 15' in the back of Ragle's property must be an easement. She said the easement must extend so that electrical equipment can fit onto Ragle's lot if electrical work must be done there in the future. Thoele said the easiest way might be to say the whole lot [Lot 121] is an easement. She said the easement could say open space/utility easement. Ragle said the easement ends at Lot 99. He said Salem Estates West Sixth Addition has no easements in the back yards.

Humphrey said the new information indicates the Committee may not be in favor of the easement vacation. He asked whether the new condition should be a subject to or whether the plat should be continued. Zeibert said since the new easement is not in place it would be better to bring the plat back next month. He said there also must be a sign-off from the HOA to allow the new easement to be platted. Humphrey said the applicant could request the plat be held over until the next regularly scheduled Land Subdivision Committee meeting. He said this option would give the applicant approximately 30 days to get the easement in place from the HOA.

Ragle requested that the plat be held over until the next regularly scheduled Land Subdivision Committee meeting.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2010-05

CENSUS TRACT # 36.01

NAME OF SUBDIVISION:	Phoenix-West Jeff City Minor Subdivision – Final Plat
JURISDICTION:	County
DATE OF MEETING:	September 6, 2012
OWNER:	Georgiana Kirbach
ENGINEER:	Greene & Bradford
DESCRIPTION:	Pt. NE ¼, SE ¼, Sec. 23, T16N, R6W – North side of West Jefferson Street, east of Moore Road
	<u>3.001</u> Acres <u>2</u> Lots
MOTION TO RECOMMEND:	Approve, Subject To
BY:	Kenneth Springs
2ND BY:	Nate Bottom
VOTE:	Passed with one no vote

Brian Martin presented the final plat. He said he received comments from the Regional Planning Commission and the only exception he saw was there would be no septic fields being added to the site. Martin said the applicant would add a note about private septic systems. He asked if the applicant could place the access easement documentation on the final plat. Joe Zeibert, Regional Planning Commission, said typically the plat and the access easement document are recorded separately with signatures by both parties. Nate Bottom, Office of Public Works, said an agreement will be required.

Joe Zeibert, Regional Planning Commission, said if the applicant adds another building a large scale development plan may be required. He said the applicant shall submit documentation for the access easement. Zeibert said the applicant shall identify the size of the existing and proposed septic fields and provide dimensions. Zeibert said the applicant shall add the note stating there is no guarantee a suitable sewage disposal system can be constructed upon each lot. He said the applicant shall add the no obstructions over the septic field note (see below). Zeibert said the applicant shall change the contact person to say subdivider. Zeibert asked the Public Health Department if there is any conflict between the proposed driveway and the septic fields. Zeibert asked about the status of the water main extension. Martin said the plans are out for bid and the applicant is in negotiations with the contractor. He said an Illinois Environmental Protection Agency [IEPA] permit was signed by Curran-Gardner and is back with the IEPA as well as an IDOT permit.

Kenneth Springs, citizen member, had no comments.

Mike Stratton, Springfield Park District, had no comments.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Steve Stewart, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, said the District objects to development without all utilities in place.

Nate Bottom, Office of Public Works, said the applicant shall provide a signed plat. He said the applicant shall provide a date of completion of fieldwork. Bottom said the applicant shall provide a general land legal description such as the section, the township, the range, and the principal meridian. He said the applicant shall provide the point of commencement [POC] as per the legal description and show the basis of bearing.

Lori Williams, City Traffic Engineer, said two monuments of stone or reinforced concrete must be set at opposite extremities of the property platted. She said if applicable the applicant shall add a note stating: "Approval of this final plat by the City of Springfield does not constitute a guarantee that well water is of adequate quantity or quality for residential needs or that a suitable sewage disposal system can be constructed on each lot. Any guarantees are the Subdivider's responsibility."

Brian Wood, Sangamon County Department of Public Health, asked if there is any soil analysis in the area the septic field will be placed. Martin said no new septic field will be installed. He said the fields are existing and the subdivision will split the property. Wood said the applicant shall identify the proposed system in relation to the existing driveway. Zeibert said for the proposed septic fields that evidence must be submitted stating the soils are adequate. He said if the existing fields failed, the applicant would relocate the septic field to the proposed septic fields. Zeibert said the soils analysis might already have been submitted.

Joe Gooden, Springfield Zoning Administrator, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, said the County Board approved the necessary zoning in 2011.

Dean Graven, citizen member, had no comments.

Roleen Thoele, CWLP-Electric, had no comments.

Zeibert asked what the City and Curran-Gardner would like to see with the water main extension prior to the final plat moving forward to the City Council. Stewart said he would leave the decision to Curran-Gardner. He said the main would be for service and fire protection. Prairie said he did know what discussions occurred between Tim [Hasara] and the applicant. Martin said the water main is for fire protection rather than service. Stewart said it is important to ensure the hydrant is installed. He said he did not know how best to require installation of the hydrant. Zeibert asked if the contract for bid was being dealt with Curran-Gardner, to which Martin replied yes. Zeibert asked if the installation had yet occurred, to which Martin replied no. Zeibert said he thought documentation would be required from Curran-Gardner stating the fire

protection line is installed. Stewart said the applicant has the proper permits but will deal directly with the contractor. He said there should be some guarantee that the installation occurs through to completion and does not stop once plat approval is obtained. Stewart said he was not sure whether to ensure installation occurs or if a bond should be required. He said he was not sure who would hold the bond. Humphrey asked if the plat goes to the County Board. Zeibert said the plat will go to the Springfield City Council. Bottom said the subdivision is in the County. Zeibert said zoning jurisdiction is in the County, but subdivision jurisdiction is with the City. Bottom said it would be the County or the Regional Planning Commission's responsibility to hold a letter of credit. Davis said the City would need to hold the bond and that the County has never held a bond on a City minor subdivision. Bottom asked what happens with a County subdivision. Davis said with a County subdivision all the public improvements have to be in place. He said if the subdivision is a County subdivision the County can hold a bond. Stewart asked how long it might be before the contracts are signed and construction is authorized. Tressa Hartman said probably within two weeks. Stewart asked how this might affect the other approvals. Zeibert said the Regional Planning Commission could hold the plat for a while. Stewart said this is one way to ensure the water main is constructed. Bottom suggested approving the plat subject to installing the water main and the fire hydrant. Prairie asked what the Regional Planning Commission needs. Zeibert said Curran-Gardner should inform the Regional Planning Commission when the water main and the hydrant are done or when Curran-Gardner receives payment. Bottom added or some type of security.

Kenneth Springs made a motion to approve the final plat, subject to:

- 1) Submitting documentation for the access easement;
- 2) Submitting the size of the existing and the proposed septic fields and providing dimensions;
- 3) Adding the note stating there is no guarantee a suitable sewage disposal system can be constructed upon each lot per Section 153.177(A)(12)
- 4) Adding the following note: "In order to allow free access to the private sewage disposal system for maintenance, servicing, or proper operation, the area reserved for a private sewage disposal system shall be maintained so that it is free from encroachment by: trees, driveways, accessory buildings, swimming pools, parking areas, buried lawn sprinkling systems, underground utility services, patios, slabs, additions to the original structure or any other structure."
- 5) Changing the contact person to say subdivider;
- 6) Installation of the water main and the fire hydrant or providing an acceptable security for the improvements to the Curran-Gardner Water District;
- 7) Providing a signed plat;
- 8) Providing a date of completion of fieldwork;
- 9) Providing a general land legal description such as the section, the township, the range, and the principal meridian;
- 10) Providing the POC as per the legal description;
- 11) Showing the basis of bearing;
- 12) Showing two monuments of stone or reinforced concrete set at opposite extremities

of the property platted;

13) Submitting a soils analysis for the proposed septic fields, if not already provided to the satisfaction of the Department of Public Health; and,

14) Identifying how far the proposed septic field is in relation to the driveway.

Nate Bottom seconded the motion and the motion passed with Gregg Humphrey voting

no.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1993-01

CENSUS TRACT # 36.04

NAME OF SUBDIVISION:	Redivision of Lots 1 and 2 of Cobblestone Estates – 25 th Addition – Final Plat
JURISDICTION:	City
DATE OF MEETING:	September 6, 2012
OWNER:	Courtney Joyner
ENGINEER:	Martin Engineering
DESCRIPTION:	Pt. SE ¼, Sec. 11, T15N, R6W – Northeast corner of Yucan Drive and Archer Elevator Road
	5.62 Acres 2 Lots
MOTION TO RECOMMEND:	Approve, Subject To
BY:	Nate Bottom
2ND BY:	Gregg Humphrey
VOTE:	Unanimous

Steve Walker presented the final plat. He said the platted area is just north of the Qik-N-EZ on Archer Elevator Road and Wabash Avenue. Walker said Lot 1 would become larger and there would be an access easement platted that lines up with the Qik-N-EZ access easement.

Joe Zeibert, Regional Planning Commission, said the applicant shall provide final covenants. He said the applicant shall submit documentation for the access easement. Zeibert said the sanitary sewer issue must be resolved. He said a site plan may be required because of the access easement.

Kenneth Springs, citizen member, had no comments.

Mike Stratton, Springfield Park District, had no comments.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Steve Stewart, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, said sanitary sewer plans must be submitted for extension of the public sewer along the east side of Archer Elevator Road to serve Lot 2.

Nate Bottom, Office of Public Works, said the sewer plans must be approved. He said the plat must be signed [by a licensed professional land surveyor]. Bottom asked if the sheet size of the plans was correct.

Lori Williams, City Traffic Engineer, said two monuments of stone or reinforced concrete must be set at opposite extremities of the property platted. She said the applicant shall show the centerline of Yucan Drive. Williams said the applicant shall submit curve data.

Walker said the centerline was removed because the street was previously platted. He said the plat is a resubdivision of Lots 1 and 2. Walker asked Humphrey for clarification if the centerline and the curve data should be shown. Humphrey asked if the centerline and the curve data were required by the ordinance. He said if it is then the information must be provided on the plat. Williams asked if the centerline is a requirement, to which Zeibert replied lines of departure are required. Bottom said the applicant shall verify the centerline and the curve data.

Zeibert said the maximum size of the plan sheet shall be 24" X 36". Williams asked for clarification since there were discrepancies. Zeibert said the sheet size is fine.

Brian Wood, Sangamon County Department of Public Health, had no comments....

Joe Gooden, Springfield Zoning Administrator, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, citizen member, had no comments.

Roleen Thoele, CWLP-Electric, had no comments.

Nate Bottom made a motion to approve the final plat, subject to:

- 1) Providing final covenants;
- 2) Submitting documentation for the access easement;
- 3) Resolution of the sanitary sewer issue;
- 4) Submitting a signed plat;
- 5) Showing two monuments of stone or reinforced concrete set at opposite extremities of the property platted; and,

Gregg Humphrey seconded the motion and the vote was unanimous.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2011-04

CENSUS TRACT # 38.01

NAME OF SUBDIVISION: Kerber City Minor Subdivision – Final Plat

JURISDICTION: City

DATE OF MEETING: September 6, 2012

OWNER: Don & Penelope Kerber

ENGINEER: Sangamon Valley Surveying and Consulting

DESCRIPTION: Pt. NE ¼ Sec. 30, T16N, R4W – North side of Pet Cemetery Road, west of Old Route 36

4.00 **Acres** 2 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Kenneth Springs

2ND BY: Cyndi Knowles

VOTE: Passed with one no vote

Don Kerber presented the final plat.

Joe Zeibert, Regional Planning Commission, said the document number (2001R09087) for the access easement refers to a quit claim deed. He said the applicant shall correct the document number on the plat. Zeibert said the applicant shall provide the dimensions and the size of the existing and the proposed septic fields. He said the applicant shall identify the small piece of zone AE floodplain that appears on Lot 1. Zeibert said the applicant shall add the contour lines of the base flood elevation with the location of permanent monuments per Section 153.177(A)(11) of the Springfield Subdivision Ordinance. He said the applicant shall add the location of all buildings within 100 feet of the site.

Kenneth Springs, citizen member, had no comments.

Mike Stratton, Springfield Park District, had no comments.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Steve Stewart, CWLP-Water, asked if discussions had taken place with the Sugar Creek Water District about providing water service to all the property. Kerber said we have water

service. Stewart asked if there are two houses on the site, to which Kerber replied there is a residence there with all utilities. Stewart asked whether the two residences share a water service or if each residence has its own water service. Kerber said there is one water meter. Stewart said he believed serving two residences from a single water line is a violation of the plumbing code. He said the applicant needed to work with the Sugar Creek Water District to add a second service.

Gregg Humphrey, Springfield Metro Sanitary District, said the District objects to development without all utilities in place.

Nate Bottom, Office of Public Works, said the minimum font size shall be 0.1". He said the plat must be signed [by a licensed professional land surveyor]. Bottom said the applicant shall spell out degrees, minutes, and seconds in the legal description. He said the applicant shall label the Point of Beginning as per the legal description.

Lori Williams, City Traffic Engineer, said the applicant shall show the width of Pet Cemetery Road. She said the applicant shall add the contour lines of the base [flood] elevation with the location of permanent monuments.

Brian Wood, Sangamon County Department of Public Health, said the agreement was that each residence has its own water service. He said the applicant shall identify the septic fields to ensure they do not cross any property lines.

Joe Gooden, Springfield Zoning Administrator, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, said a public hearing was held and the required zoning relief was granted by the County Board in March, 2012. She said the zoning is compliant.

Dean Graven, citizen member, had no comments.

Roleen Thoele, CWLP-Electric, had no comments.

Bottom asked if there was an issue with water service to the site. Zeibert asked if there were any requirements with the water when the mobile home came through. Knowles said no, the site was grandfathered. Zeibert asked if another house would be built, to which Kerber said yes eventually. Knowles said according to the zoning petition the applicants were removing the mobile home and constructing a house in its place. Zeibert said the water was stubbed already so when a new house is constructed a water main extension would need to be constructed. Humphrey said this would be a County building permit, to which the reply was yes. Humphrey said the water service could be captured at that point.

Kenneth Springs made a motion to approve the final plat, subject to:

- 1) Correcting the document on the plat so it refers to the access easement document;
- 2) Providing the dimensions and the size of the existing and the proposed septic fields to ensure compliance with the ordinance and that they do not cross property lines;
- 3) Identifying the small piece of zone AE floodplain that appears on Lot 1;
- 4) Adding the contour lines of the base flood elevation with the location of permanent monuments;

- 5) Adding the location of all buildings within 100 feet of the site;
- 6) Ensuring the minimum font size is 0.1";
- 7) Submitting a signed plat;
- 8) Spelling out degrees, minutes, and seconds in the legal description;
- 9) Labeling the Point of Beginning as per the legal description; and,
- 10) Showing the width of Pet Cemetery Road.

Cyndi Knowles seconded the motion and the motion passed with Gregg Humphrey voting no.